

Room Rate Negotiation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am reaching out to discuss the upcoming corporate events and accommodations for your team at [Hotel Name]. We appreciate your continued partnership and value your commitment to choosing us for your lodging needs.

As we approach the [Insert Event/Season], we would like to explore the possibility of negotiating a more favorable room rate for your corporate guests. Understanding the importance of budget management during this time, we believe that a tailored rate could enhance your experience while providing significant savings.

Based on our records from previous bookings, we are confident that we can offer competitive rates that reflect both the quality of our services and our commitment to your company. We propose the following options:

- [Option 1: Description and Pricing]
- [Option 2: Description and Pricing]
- [Option 3: Description and Pricing]

We would love to discuss these options at your earliest convenience. Please let me know a suitable time for a call or meeting, or feel free to reach out directly at [Your Phone Number] or [Your Email].

Thank you for considering this opportunity. We look forward to continuing our successful partnership.

Best regards,

[Your Name]

[Your Title]

[Hotel Name]

[Hotel Address]

[Hotel Phone Number]

[Hotel Email]